

# Syllabus for WORK 221 – Stress Management

## Course Information

Semester & Year: Fall 2021

Course ID & Section #: WORK 221, E2473

Instructor's name: Aaron Reiher

Day/Time: Fridays, 10am-12pm

Location: Humboldt County Libarary –Eureka Main Branch

Number of units: 0 (This is a non-credit course)

## Instructor Contact Information

Phone number: 707-407-5619

Email address: aaron-reiher@redwoods.edu

## Catalog Description

A study of the key elements of stress management. Topics will include the recognition of stress, causes of stress, and the benefits of stress management. Various stress management techniques will be covered.

## Course Student Learning Outcomes

1. Describe stress and its impact on the workplace.
2. Examine one's own sources of stress, both internal and external.
3. Apply various stress management techniques as needed.

## Prerequisites/co-requisites/ recommended preparation

None

## Evaluation & Grading Policy

Students do not receive letter grades in non-credit courses. Any student who participates in the course will receive a grade of "satisfactory."

## Accessibility

College of the Redwoods is committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or [Disability Services and Programs for Students](#) (DSPS). Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1<sup>st</sup> floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

If you are taking online classes DSPS will email approved accommodations for distance education classes to your instructor. In the case of face-to-face instruction, please present your written accommodation request to your instructor at least one week before the needed accommodation so that necessary arrangements can be made. Last minute arrangements or post-test adjustments usually cannot be accommodated.

## **Class participation and Attendance policy**

**Participation:** Participation is the key to success in this course. Participation means coming to class and engaging in class activities.

**Attendance:** Attendance will be based on your showing up and participating in class.

## **Class Schedule**

This course runs from September 24 to October 15, 2021

No class Nov. 22-26 for Fall Break

The class meets Fridays from 10am-12pm

## **Class Content**

We will cover the following course outcomes and concepts:

### **Course Objectives**

1. Define stress.
2. Evaluate one's stress level at any given time by understanding the signs of stress and increasing self-awareness.
3. Discuss the negative physical, emotional, psychological, and behavioral impact of consistent high levels of stress with a focus on workplace stress.
4. Identify which common causes of stress are present in one's own life.
5. Explore and experiment with a broad spectrum of stress management techniques such as exercise, diet, sleep, breathing exercises, visualization...
6. Differentiate between internal and external stressors.
7. Discuss which stress-management techniques are most helpful in particular situations that cause stress.
8. Understand the benefits of stress management.
9. Develop a stress-management action plan.

### **CONCEPTS**

1. Stress can be managed.
2. Low or medium levels of stress can be helpful, but consistent high levels of stress are detrimental to one's health and ability to be a productive worker.
3. One learns effective stress management techniques by experimenting with various techniques.
4. Barriers to managing stress can be overcome.

### **THEMES & ISSUES**

1. The benefits of stress management.
2. The importance of self-assessment.
3. The relationship between stress management and providing outstanding customer service.
4. The impact of stress on the workplace environment.
5. Managing conflicts.
6. The difficulty in learning how to become aware of one's own stressors

### **SKILLS**

1. Read and understand texts related to stress management.
2. Have sufficient self-awareness to recognize when one is experiencing various levels of stress and to identify causes of stress in one's own life.

3. Differentiate between negative and positive effects of stress.
4. Discern which stress management techniques are effective for oneself, and apply these techniques as needed.

## Student Support

Good information and clear communication about your needs will help you be successful. Please let your instructor know about any specific challenges or technology limitations that might affect your participation in class. College of the Redwoods wants every student to be successful.

## Emergency Procedures

In an emergency that requires an evacuation of the building anywhere in the District:

- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel

Do not leave unless it has been deemed safe by the appropriate authorities.

## Student Support Services

The following online resources are available to support your success as a student:

- [CR-Online](#) (Comprehensive information for online students)
- [Library Articles & Databases](#)
- [Canvas help and tutorials](#)
- [Online Student Handbook](#)

[Counseling](#) offers assistance to students in need of professional counseling services such as crisis counseling.

Learning Resource Center includes the following resources for students

- [Academic Support Center](#) for instructional support, tutoring, learning resources, and proctored exams. Includes the Math Lab & Drop-in Writing Center
- [Library Services](#) to promote information literacy and provide organized information resources.
- [Multicultural & Diversity Center](#)

Special programs are also available for eligible students include

- [Extended Opportunity Programs & Services \(EOPS\)](#) provides services to eligible income disadvantaged students including: textbook award, career academic and personal counseling, school supplies, transportation assistance, tutoring, laptop, calculator and textbook loans, priority registration, graduation cap and gown, workshops, and more!
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in [Eureka](#) or in [Del Norte](#)
- The [Veteran's Resource Center](#) supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821

## Disruptive behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language;

slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

## **Inclusive Language in the Classroom**

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

## **Setting Your Preferred Name in Canvas**

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](#) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. This does not change your legal name in our records. See the [Student Information Update form](#).

## **Canvas Information**

If using Canvas, include navigation instructions, tech support information, what Canvas is used for, and your expectation for how regularly students should check Canvas for your class.

Log into Canvas at <https://redwoods.instructure.com>

Password is your 8 digit birth date

For tech help, email [its@redwoods.edu](mailto:its@redwoods.edu) or call 707-476-4160

Canvas Help for students: <https://www.redwoods.edu/online/Help-Student>

Canvas online orientation workshop: <https://www.redwoods.edu/online/Home/Student-Resources/Canvas-Resources>

## **Community College Student Health and Wellness**

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Health & Wellness website](#).

[Wellness Central](#) is a free online health and wellness resource that is available 24/7 in your space at your pace.

Students seeking to request a counseling appointment for academic advising or general counseling can email [counseling@redwoods.edu](mailto:counseling@redwoods.edu).

## **COVID Prevention**

- Masks will be required for all students, covering the nose and mouth.
- No eating in the classroom.
- Don't come to class if you feel sick or have been in contact with someone who recently tested positive for COVID-19